



## **Iowa Department of Corrections Learning Center**

### **Annual Training**

February 17, 2011

#### **The mandatory yearly training topics for Correctional Officers are at a minimum-**

- Emergency Preparedness
- CPR/First Aid
- Managing Mentally Ill Offenders/Suicide Prevention
- Staff and Offender Sexual Misconduct
- Personal Safety (total of 10 hours)
- Universal Precautions/Blood Borne Pathogens
- Diversity/Workplace Harassment
- Firearms
- Chemical Agents
- Use of Force
- Fire Extinguisher
- Work Rules/Code of Conduct (this will be implemented in July 2011, historically it has not been done, but not every year)

#### **The American Correctional Association requires, at a minimum, training yearly on:**

- Standards of conduct/ethics
- Security/safety/fire/medical/emergency Procedures
- Supervision of offenders including training on sexual abuse and assault
- Use of force
- Cumulative total of training hours yearly- 40 hours

Local or individual site training (training that is not conducted at or by the Learning Center) includes initial and yearly training on chemical agents and firearms, yearly personal safety training, initial new hire orientation to the institution including OJT, and some specific local topic training.

#### **The purpose of the Iowa Department of Corrections Learning Center is to:**

1. Conduct Pre-Service Academies that give new staff knowledge and skills to be proficient and effective in their everyday job duties while giving them an overview of the Mission, Philosophy and Values of the Iowa Department of Corrections.
2. Develop and produce high quality eLearning training modules that meet the needs of staff for in-service mandatory training topics per policy, which ensure consistency of mandatory in-service training throughout the institutions and CBCs. To develop other eLearning modules that meet the needs of the Department based on the identified need and number of staff that will benefit from the additional training
3. Develop and implement a wide variety of statewide courses like Offender Supervision and Effective Communication Skills, etc.
4. Coordinate and conduct initial instructor certification and instructor recertification classes for Personal Safety, Firearms, Chemical Agents, TOT, etc.
5. Develop and conduct Supervision/Management courses.
6. Fulfill the duty of National Institute of Corrections Regional Director for Iowa.
7. Conduct and coordinate LSI-R and Case Management Training throughout the Department.
8. Provide coordination of Leadership training.
9. Provide coordination of Victim Impact training.
10. Assist with the maintenance and/or development of FTO Programs throughout the Department as requested.
11. Provide assistance with coordination to Offender Services for treatment training.